



## MARK AMY TREATMENT CENTRE

Phone (780) 334-2398

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P.O. BOX 5748, FORT MCMURRAY, ALBERTA T9H 4V9

### TREATMENT CENTRE HOUSE RULES

It is expected that all clients **read and agree** to abide by the rules of the Centre. The staff of the Mark Amy Treatment Centre have established these rules in order to provide **each individual client** with a safe, therapeutic environment for healing and the best possible opportunity for recovery. If you do not abide by these rules, your participation in the program can/ may be terminated, and /or privileges may be taken away. Please note that regular room checks.

#### **A. Smoking or Chewing of Tobacco**

Smoking is permitted outside on the north and south facing patios only. No smoking is allowed outside in front of the building. No chewing tobacco use inside.

#### **B. Assigned Rooms**

1. Sleeping quarters are assigned upon admission. Please take pride in your room by keeping your area clean and tidy at all times.
2. Staff will conduct daily room checks.
3. Guests are not allowed in the bedrooms. Men are not allowed in women's room and vice versa.
4. Food and beverages are not to be taken into the bedrooms or common areas.
5. Changing rooms while at the Mark Amy Centre is strictly prohibited unless just cause can be proven to your counsellor.
6. Luggage will be checked by a staff member upon arrival and before departure.

#### **C. Visitors**

1. Visitors must sign in and out when visiting the Centre.
2. Visitors are only allowed during scheduled visiting hours (see below).
3. Visitors are only allowed in the common areas (dining room or lounge), or on the grounds. Under no circumstances are visitors allowed in the bedrooms.
4. Children must be supervised at all times by the adult who brings them. Children may not be dropped off to visit a client and picked up later.
5. Any visitor under the influence of alcohol or drugs will be asked to leave immediately.

6. Visitors are welcome to share meals with the client they are visiting however we need to know 2 hours in advance for meal preparation.
7. Visiting hours are as follows:

Monday – Saturday	<b>No Visitors Allowed</b>
Sunday	1:00 pm – 9:00 pm

#### **D. Passes**

No passes are permitted during your 42 day treatment cycle. If staying for additional rotations or aftercare, passes are permitted and left to the discretion of the clinical team to determine suitability with you.

You will be granted one shopping day per week in Anzac. Any use or possession of alcohol or drugs while shopping will result in the termination of your participation in the program.

#### **E. Confidentiality**

**Who you see here, what is said here, let it stay here.**

There are some circumstances when the staff is required, by law and moral responsibility, to notify emergency services. These circumstances are as follows:

1. In cases of suspected child abuse, and in cases of current or past sexual abuse in which the offender may have present access to minor children, staff are obligated to inform the appropriate authorities;
2. When a client states that he or she intends to inflict bodily harm to another person;
3. Upon subpoena to testify in court at the direction of a judge or court order;

All clients are expected to respect one another's privacy and to hold in confidence all that is brought up and discussed at the Centre.

#### **F. Telephone Calls**

1. Emergency telephone calls are to be made only with staff permission.
2. In the case of an incoming emergency, a message will be taken.
3. Cell phones are not permitted for any reason while you are at treatment.

#### **G. Prescription Drugs**

1. All prescription and over the counter drugs are to be turned in to the front desk upon admission.
2. Procedure for taking medication is as follows:
  - Medication is to be self-administered in the presence of a staff member.

- It is your responsibility to approach the front desk when you are due to take your medication. Please ensure that you are taking your medication as prescribed – time, amount, etc.

## **H. Stereo / Music**

1. Weekdays: When there are no sessions in progress  
Saturday/Sunday: When there are no sessions in progress
2. Music is not to disturb others.
3. Stereos must be turned off when sessions begin.
4. Personal stereos must be kept in your own room.
5. All music is to be turned off by 11:00 PM.
6. No profane language/music in the recreation area. If this rule is broken your music will be confiscated and returned to you at the end of your stay.
7. When using the T.V. in the lounge area, the volume must be kept low at all times.

## **I. Recreation Equipment**

1. You will be required to participate in the recreation component of the program to your best ability. This include daily Yoga/stretching and weekly trips to the YMCA. Any medical reasons why you are not able to participate must be declared upon program entry. Bring swim suits for trips to the pool.
2. All recreational equipment must be signed out and in. The person signing out the equipment is responsible for the items.
3. We have a small gym facility including treadmills, bike, elliptical and bow flex for client use. All exercise equipment must be sanitized after each use. Please ask staff for cleaning supplies. Gym Hours vary.
4. T.V. hours are as follows:
  - \* Monday to Friday 9:00 PM – 11:00 PM
  - \* Saturday 8:00 PM – Midnight
  - \* Sunday When not in session.  
Must be turned off by Midnight

## **J. Movie/ Games**

1. Games and videos must be signed out through a staff member.
2. “R”rated movies are not permitted. Staff have the final say as to the appropriateness of any particular movie. Staff decision is final.

## **K. Internet**

Clients are not allowed access to the internet while at the Treatment Centre.

## **L. House Cleaning/Chores**

1. You are responsible for washing your own bedding which you are expected to do once a week minimum. Each room is assigned a

designated laundry day and you will be required to do your laundry during this time.

2. You will be assigned a chore weekly. Completion of chores is a program requirement.

#### **M. Refreshments & Meals**

1. Coffee and juice are provided during breaks from sessions and during free time.
2. Snacks between meals are provided. Please note that snacks consist mainly of fresh fruits and vegetables.
3. Breakfast is 7:30 am, lunch at noon, and supper at 5:00 pm.
4. No food or drinks are allowed in the lounge area, group room or bedrooms.
5. Clients are not allowed, under any circumstances, to cook for themselves at the Centre. This is due to Health Canada regulations and is for the protection of all clients. Leftovers may be heated up in the client microwave and you will find portion plates in the cooler on the service counter in the dining room.
6. Clients are not under any circumstances to remove food from the main refrigerator/freezers located in the central kitchen. Food products intended for clients are kept in the cooler located on the service counter and the stand-up fridge located in the dining room.

#### **N. Bedtime**

“Lights out” is as follows:

- \* Sunday to Thursday 11:00 PM
- \* Friday and Saturday 12:00 AM (Midnight)

#### **O. General Rules/ Guidelines**

##### **Golden Rule of Treatment: What you put into the program is directly related to what you will take away from the program.**

1. You must attend and participate in all sessions, including evening recreation, AA/NA meetings and other program activities including the YMCA.
2. Inform a counsellor of any special needs – diet, medical, etc.
3. Intimate relationships between clients are prohibited. You are here for treatment only and you must focus on your program.
4. Sexual advances, comments toward Centre staff or other clients are considered reason for immediate termination.
5. No Violence or threats of violence.
6. You will be asked to turn your car keys, laptops and cell phones in upon admission
7. It is recommended for your comfort that you bring with you spending money for weekly trips to the store and outings as well as all cigarettes needed for your stay if you are a smoker.

8. Please take care of the Centre. Do not put your feet up on couches, tip the chairs back while sitting on them, right on walls, etc.
9. Appropriate footwear and clothing must be worn at all times.
10. Any personal belongings left behind will be kept for two weeks before being disposed of. Any items left behind will be shipped to you C.O.D.
11. Pocket-knives, scissors or other sharp objects must be turned in upon admission.
12. When going for a walk, there must be more than 2 persons at once.
13. No bullying
14. The front reception area is absolutely off limits to clients.
15. Doctor and dentists appointments will be made on an emergency basis only. Probation calls will be granted for check-ins on appropriate days.
16. Full participation is expected during the YMCA sessions, unless medically excused. No visitors are allowed during YMCA visits.

**P. Group Chairperson**

Duties:

1. Presides over all AA meetings only to maintain order.
2. Represents the group.
3. Term of office – one week beginning Friday and ending Friday.

**Q.** Native Cultural ceremonies, such as smudging, sweat lodges and pipe ceremonies are considered part of the everyday programming and participation is encouraged.

 I, \_\_\_\_\_, have read and agree to abide by the House Rules at the Mark Amy Centre. I understand that failure to follow the rules, as set forth will result in my being terminated from the program.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Witnessed by \_\_\_\_\_

[Please read and sign the rules and then send the last signed sheet back to the Intake Worker](#)

[\(after acceptance letter is received and prior to admission\)](#)

[Fax at \(780\) 334-2352](#)

[Email: markamy@onehealth.ca](mailto:markamy@onehealth.ca)